



Admission to Teacher Education Policy

First Year: Getting ready to go out in the field

- **Anthology**
 - This is an online platform where you will keep all of your clearances and required paperwork, as well as submit assessments for your courses. Your account will be automatically created when you begin your program.
- **Complete all required clearances**
 - Go to the Teacher Candidate Resources D2L page for information. Keep the originals.
 - Upload copies into Anthology.
 - ** *Act 24 (Self– disclosure) must be updated prior to each field experience.*
- **Liability Insurance**
 - Obtain a million-dollar liability insurance policy. Check the Teacher Candidate Resources D2L page for information for online providers.
 - Recommended: Obtain the 4-year plan.
 - Upload evidence of purchase into Anthology.
- **TB Screening**
 - Have a 2-Step TB test completed (Completed at campus Health Center or from personal physician).
 - Upload negative results into Anthology.
- **Physical (ECH, ECH /SPED, SPED only)**
 - Completed at campus Health Center or from personal physician.
 - Upload evidence of completion into Anthology.
- **Complete all required courses with a grade of “C” or higher**
- **Pass the Basic Skills**
 - *Currently waived by PDE until 2025.

Second Year: Getting ready for Program Admission

- Complete all required courses with a grade of “C” or higher.
- Earn a cumulative grade point average of **2.8 or higher** by the time you complete 48 credits.
- **Update liability insurance, if necessary, prior to going out into the field.**
 - Update Act 24.
 - Upload updated documents to Anthology.
- **Early Childhood PK-4 and/or Special Education (PK-12) majors only** need a physical before entering a field experience in an early learning setting.
- **Attend a mandatory Admission to Teacher Education Meeting**
- **Apply for Admission to Teacher Education** (if applicable)

- Discuss Admission to Teacher Education with your advisor.
- Apply for Admission to Teacher Education if requirements are met.
- Complete the Admission to Teacher Education application (with advisor signature).
- Application and confirmation of the required documentation indicated in sections A-E in the table above must be uploaded into the Admission to Teacher Education OneDrive folder by the Department Clerical.

Third Year: Ready for Block

- **Update Act 24 and liability insurance as necessary.**
 - Upload updated documents to Anthology.
- **Praxis or PECT Test**
 - The test is not required for graduation, but it IS required for certification.
 - It is better to take it while the information is still “fresh” from the related classes.
It is recommended to take certification exams following the completion of content courses
- **Maintain a 2.8 GPA or higher.**
 - A 2.9 is required to apply for student teaching.
 - 3.0 required for certification.
- **Admission to Teacher Education (if not yet obtained)**
 - Discuss Admission to Teacher Education with your advisor.
 - Apply for Admission to Teacher Education if requirements are met.
 - Complete the Admission to Teacher Education application (with advisor signature).
 - Submit completed application and required documents (A-E on above table) to the Admission to Teacher Education OneDrive folder by the Department Clerical.
- **Complete all required courses** with a grade of “C” or higher.
- **Attend a mandatory Student Teaching informational meeting** *one year prior* to enrolling in student teaching.

Fourth Year: Ready for Student Teaching

- **Renew ALL clearances before Student Teaching.** *Upload new copies of the following into Anthology.*
 - Go to the Office of Clinical Experiences website for full information.
 - Act 24 (Arrest and Conviction, Self-Report)
 - Act 33/151 (PA Child Abuse History Clearance)
 - Act 34 (PA Criminal History Record Clearance)
 - Act 114 (FBI Clearance (Fingerprinting))
 - Act 126 (Mandated Reporting)
 - *Keep the originals*
- **Active million-dollar liability insurance.**
- **Early Childhood PK-4 and/or Special Education (PK-12) majors only** – Update Physical Exam
- **Complete all required courses including 12 credits of Student Teaching** with a “C” or higher.
- **Praxis/PECT**
 - Recommended: Take the required Praxis II test or PECT tests before student teaching for your given major. Passing the appropriate test(s) is required for certification.
- **Graduate with a GPA of 3.0**
- **Apply for Certification through the Teacher Information Management System (T.I.M.S.)**
After graduation, complete your PA Certification Application with a \$200.00 payment online at <https://www.education.pa.gov/Educators/Certification/Pages/TIMS.aspx>